

## ROUTING AND TRANSMITTAL SLIP

Date

10 OCTOBER 1985

TO: (Name, office symbol, room number,  
building, Agency/Post)

Initials

Date

1. ~~Director~~ D/O L

2.

3.

4.

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate XXX XX	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

DO NOT use this form as a RECORD of approvals, concurrences, disposals,  
clearances, and similar actions

FROM: (Name, office symbol, room number, building, Agency/Post)	Room No.—Bldg.
EO/DDA 7D18 HQS	Phone No.

5041-102

\* U.S.G.P.O.: 1983 - 421-529/320

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206



SEP 27 1985

DD/A REGISTRY  
85-3496

DD/A REGISTRY  
PHIL 60-2

Mr. Harry E. Fitzwater  
Deputy Director of Administration  
Central Intelligence Agency  
Washington, DC 20505

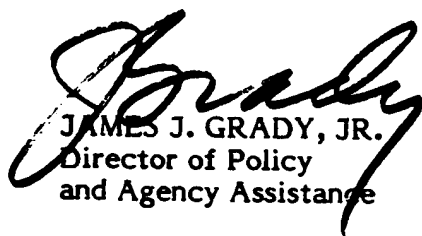
Dear Mr. Fitzwater:

On September 25, 1985, the General Services Administration depot at Fort Worth, Texas, sustained substantial damage due to a fire. Damage to several commodities including paper plates, paper bags, plastic bags and styrofoam items was extensive.

We are evaluating the fire damage and will adjust our distribution system to cover shortages caused by fire. We do not expect you to notice any lessening of supply support, however, there may be a few occasions where, due to this situation, your activities may feel some impact. In these circumstances, please bear with our efforts to redistribute this workload to other depots.

If you or your staff need assistance in this matter, our point of contact is Michael J. Dalich on FTS 557-8600.

Sincerely,

  
JAMES J. GRADY, JR.  
Director of Policy  
and Agency Assistance

REPRODUCED AT GOVERNMENT EXPENSE